
MEMORANDUM - OFFICE OF THE BOARD OF SELECTMEN

TO: Board of Selectmen
FROM: Michael Branley, Administrative Coordinator
RE: Weekly Update
DATE: February 8, 2013
CC:

Next Board of Selectmen meeting Monday February 11th at 5:30 p.m.

This week was focused on preparation for Thursday's budget hearing and finalizing the warrant and the MS 6. As you know from the Budget Hearing, we received no petitioned warrant articles by the deadline on Tuesday.

I processed our monthly reporting to the NH Retirement system on Tuesday.

I filled out the 2012 Annual Facility Report for the Transfer Station for the DES prior to its March 31 deadline. I also put together some of the haul numbers to be included with the Transfer Station's entry in the annual report.

After speaking to Town Counsel, I finalized the one-year landscaping contract for our Recreation and General properties. I met with Bub Rokes on Wednesday to go over the contract with him and have asked Derek Bryant to stop by the Town offices to review it soon so we can get that signed.

Thursday morning Nick and I met with a representative from TD Bank to discuss the issues we have been having recently with bank fees. It sounds like they will be refunding us for some of the recent charges and will be shifting our funds into a different type of account that should give us lower bank fees. We are going to monitor this change closely and I will keep you posted. The TD Bank rep also informed us that the interest on the grant anticipation note would be under 2% and interest on bonds is currently under 3%.

Outstanding Projects list:

1. Tax Deeded Condo Unit 11
2. Sign Landscaping Contract
3. Welfare Eligibility Guidelines Update (**status update** – now that we are through the budget process I am going to begin working on revising the guidelines with Phyllis soon)
4. Copier Lease Negotiations
5. 2013 Budget Development & Review Process (**status update** – the budget hearing was last night and you will formally vote to approve the warrant and budget on Monday)
6. PSNH Abatement appeal & FairPoint court case